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DISCLOSURE DIVISION

☒ **WAIVER REQUEST**

DATE: JUNE 30, 2016

☐ **ANSWER**

DOCKET #: 2016-733

☐ **RECONSIDERATION REQUEST**

Robin Gremillion, Director
Disclosure Division

FILER INFORMATION

Name: **BROWN JR., NORMAN S.**

Office/Position: -----

Board/Commission: Sweet Potato Commission

Dates of Service: January 2012 - June 2016

Number of Disclosures and/or Amendments Filed with Agency: 5

REPORT INFORMATION

Tier Level: Tier 2.1

Name of Report: Tier 2.1 annual PFD covering 2014 - amendment

Original Due Date: May 15, 2015

NOD Received: March 3, 2016

PFD Due Date based on NOD: March 14, 2016

PFD Filed: April 18, 2016

LATE FEE INFORMATION

Amount of Late Fee: \$1500

Days late from receipt of NOD: 35

Total days late from initial due date: 339

Late Fee Order Received: June 23, 2016

Payment/Waiver Request due date: July 13, 2016

Waiver Request Received: June 24, 2016

REASON FOR LATE FILING AND/OR COMMENTS:

Mr. Brown stated that at the time the notice of delinquency was issued he was working out of town. Mr. Brown acknowledges that the notice was signed for by his wife; however, he did not know about the failure to file for some time after the due date. He stated that once he knew of the requirement, he filed the disclosure statement immediately.

OTHER LATE FEE INFORMATION

Disclosure Statements:

- Other Outstanding Statements: No
- Other Outstanding Late Fees: No
- Prior Late Fees: No
- Reassessed Late Fees: No

Campaign Finance:

- Outstanding Late Fees: No
- Prior Late Fees: No



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

P. O. BOX 4368
BATON ROUGE, LA 70821
(225) 219-5600
FAX: (225) 381-7271
1-800-842-6630
www.ethics.state.la.us

CERTIFIED MAIL

NO. 70151520000294525279

RETURN RECEIPT REQUESTED

February 26, 2016

Norman S. Brown, Jr.
101 Hantsport Square
Lafayette, LA 70508

**RE: NOTICE OF DELINQUENCY - AMEND
PFD15006876**

Dear Mr. Brown:

Pursuant to La. R.S. 42:1124.4, if a person fails to file a Personal Financial Disclosure Statement as required by 42:1124, 1124.2, 1124.2.1, or 1124.3; omits information; or files inaccurately, a Notice of Delinquency shall be issued. A review of your Tier 2.1 Personal Financial Disclosure Statement covering 2014 that was filed with this office on May 14, 2015 indicates the following error(s) or omission(s):

You are required to use the proper form (Tier 2.1 Annual Personal Financial Disclosure Statement). You are also required sign the cover page certifying that the information is true and correct.

You have 7 business days from the date of receipt of this Notice to file an amendment to your Statement, or to submit a written Answer contesting the allegations. **Failure to file** within the 7 days will subject you to an automatic late fee of \$50 per day up to a maximum of \$1,500. Proof of timely filing is determined by the U.S. Postal Service postmark; receipt from the U.S. Postal Service; or receipt from a commercial delivery service.

If you would like to view the report that was initially filed to further explain the omission and/or correction needed, you may visit our website at www.ethics.state.la.us. If you have any questions, you may contact me at 225/219-5600 or 800/842-6630.

Sincerely,

Tammy Frazier
Compliance Investigator

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Norman S. Brown, Jr.
101 Hantsport Square
Lafayette, LA 70508



5279



9590 9403 0963 5223 0490 24

2. Article Number (Transfer from service label)

7015 1520 0002 9452 5279

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

x Paula Brown

☐ Agent☐ Addressee

B. Received by (Printed Name)

Paula Brown

C. Date of Delivery

7/3/16

D. Is delivery address different from item 1? ☐ YesIf YES, enter delivery address below ☐ No

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☒ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery

Mail

Mail Restricted Delivery

(00)

☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☒ Return Receipt for Merchandise☐ Signature Confirmation®☐ Signature Confirmation Restricted Delivery

Domestic Return Receipt

CHECK ONE:

☒ Neither I, nor any member of my immediate family, have a personal or financial interest in any entity, contract, or business, or a personal or financial relationship, that in any way poses a conflict of interest, which would affect the impartial performance of my duties as a member of the board or commission.

☐ I have attached a statement describing any conflicts, and actions I am taking to resolve or avoid the conflicts.

LOUISIANA BOARD OF ETHICS

Post Office Box 4368

Baton Rouge, Louisiana 70821

TIER 2.1 PERSONAL FINANCIAL DISCLOSURE STATEMENT

(ANNUAL)

THIS REPORT COVERS CALENDAR YEAR: 2014

☒ ORIGINAL REPORT

☐ AMENDED REPORT

☐ I currently hold an office that would require me to file a Tier 3 Personal Financial Disclosure Statement. As such, I have completed SCHEDULE D.

Name of Filer (print full name) Norman Brown Jr

Mailing Address 101 Hantsport Sq

City, State, Zip Lafayette, LA 70508

Name of Board/Commission (no abbreviations): Louisiana Sweet Potato Advertising and Development Commission

Date of Appointment:

12/14/2012

Date Appointment Expires:

Name of Spouse (if applicable) (print full name) Paula L

Brown

Spouse's

Occupation Housewife

Principal Business Address

City, State Zip

Check all that apply:

☒ I have filed my state income tax return for the previous year.

☐ I have filed for an extension of my state income tax return for the previous year.

☒ I have filed my federal income tax return for the previous year.

☒ I have filed for an extension of my federal income tax return for the previous year.

NOTE: La. R.S. 42:1124.2.1 does not provide you the opportunity to request an extension in filing your personal financial disclosure statement.

Certification of Accuracy

I do hereby certify that the information contained in this personal financial disclosure statement is true and correct to the best of my knowledge and belief.

Signature of Filer Revised November 2014 Form 417 www.ethics.state.la.us



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

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www.ethics.state.la.us

CERTIFIED MAIL

NO. 70160910000020675132

RETURN RECEIPT REQUESTED

June 17, 2016

Norman S. Brown, Jr.
101 Hantsport Square
Lafayette, LA 70508

RE: Tier 2.1 Annual Personal Financial Disclosure Statement for 2014 - Amendment
Louisiana Sweet Potato Advertising & Development Commission
Late Fee Assessment – Report: PFD15006876

Dear Mr. Brown:

Enclosed is an assessment of a late fee pursuant to La. R.S. 42:1124.4. Please submit a check or money order in the amount of \$1,500 payable to the Louisiana State Treasurer, Post Office Box 4368, Baton Rouge, Louisiana 70821.

You have 20 days from the receipt of this letter to submit payment or dispute this assessment. To dispute the assessment, you may elect to:

- **Request a waiver to the Board of Ethics**
If you choose to request a waiver of the late fee, your request should include specific details, along with supporting documentation, as to why, in your opinion, you have *good cause* for not timely filing the report and why the late fee should be reduced, suspended, or waived. The request should be submitted to the attention of: *Louisiana Board of Ethics*, Post Office Box 4368, Baton Rouge, Louisiana 70821. You may also fax the request to 225/381-7271. Also, if you would like to appear before the Board of Ethics in connection with your request, you should state that in your request. If you request an appearance, you will be notified of the place and time prior to the meeting.
- **Appeal the assessment directly to the Ethics Adjudicatory Board**
If you choose to appeal the assessment of the late fee, the proceedings will go before a three judge panel of administrative law judges. The panel will determine if you were required to file the disclosure statement and whether the disclosure statement was filed late. Mitigating factors are not considered. The Ethics Adjudicatory Board does not have the authority to reduce, suspend, or waive a late fee assessment. If you choose to *appeal* the assessment, you should submit your request to the attention of: *Executive Secretary*, Ethics Administration, Post Office Box 4368, Baton Rouge, Louisiana 70821. You may also fax the request to 225/381-7271.

If you do not pay, dispute, or appeal the assessment of the late fee, the matter will be forwarded to the Attorney General's Office to pursue collection. If the matter is forwarded to the Attorney General's Office for collection, you may be responsible for all additional costs incurred. Additionally, late fees not paid by the due date will be posted on the agency website.

You should be aware that unpaid fines, fees, or penalties may have an adverse effect on your ability to run for public office, as the *Board of Ethics* will object to your candidacy in future elections pursuant to La. R.S. 18:491 and 18:492.

If you have any questions, you may contact Robin Gremillion at either 225/219-5600 or 1-800-842-6630.

Sincerely,

Donna Bourgeois
Administrative Coordinator

**STATE OF LOUISIANA
BOARD OF ETHICS**

**In Re: Tier 2.1 Annual Personal Financial Disclosure Statement 2014 -
Amendment
Louisiana Sweet Potato Advertising & Development Commission
Late Fee Assessment – Report: PFD15006876**

ORDER

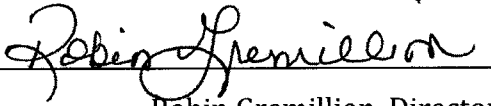
NORMAN S. BROWN, JR. was required to file a Tier 2.1 Annual Personal Financial Disclosure Statement for calendar year 2014 pursuant to La. R.S. 42:1124 et seq.

On March 3, 2016, NORMAN S. BROWN, JR. received a Notice of Delinquency requiring that an amendment be filed by March 14, 2016 (pursuant to La. R.S. 42:1124.4). NORMAN S. BROWN, JR. filed the Tier 2.1 Annual Personal Financial Disclosure Statement for calendar year 2014 on April 18, 2016 and was 35 days late.

La. R.S. 42:1124.4 authorizes the assessment of a \$50 late fee per day (not to exceed \$1,500) against NORMAN S. BROWN, JR. for this late filing.

Accordingly, **IT IS ORDERED** that a late fee of \$1,500 be assessed against NORMAN S. BROWN, JR. for failing to timely file the Tier 2.1 Annual Personal Financial Disclosure Statement for calendar year 2014.

ORDER signed on the 17th day of June 2016 at Baton Rouge, Louisiana.



Robin Gremillion, Director
Disclosure Division

Louisiana Board of Ethics

PO Box 4358

Baton Rouge, LA 70821

2015 JUN 29 AM 9:00

To whom it may concern,

I, Norman S. Brown Jr., am in receipt of an assessment of \$1500.00 late fee for a request for an amendment to the Tier 2.1 Annual Personal Financial Disclosure Statement.

I am requesting a waiver of this fee.

I travel for my work, and I was out of town in Jacksonville, Florida on business on March 3rd when this amendment request was received. The certified letter was received by my wife, Paula Brown, who signed for it. It was then lost or misplaced.

I received a phone call weeks later notifying me of the delinquency status. I immediately filed the appropriate paperwork, that I had no previous knowledge was delinquent. I have attached my travel schedule to illustrate that I was out of town at the time of the receipt of the notice.

I appreciate your consideration of this request for waiver, and I look forward to your response.

Sincerely,

Norman S Brown, Jr



March, 2016

Calendar

| February 2016 | | | | | | | March 2016 | | | | | | | April 2016 | | | | | | |
|---------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 | 28 | 29 | 1 | 2 | 3 | 4 | 5 | 27 | 28 | 29 | 30 | 31 | 1 | 2 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 28 | 29 | 1 | 2 | 3 | 4 | 5 | 27 | 28 | 29 | 30 | 31 | 1 | 2 | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|---|---|--|--|--------|----------|
| 28 | 29 Jacksonville 12:00 PM Hertz Rental Pickup: G8604836095 Jacksonville International Airport, 2400 Yankee Clipper Drive, , Jacksonville, FL 32218 | Mar 1 Jacksonville | 2 Jacksonville | 3 Jacksonville 12:00 PM Hertz Rental DropOff: G8604836095 Jacksonville International Airport, 2400 Yankee Clipper Drive, , Jacksonville, Florida, 32218 | 4 | 5 |
| 6 | 7 3:00 PM Norman III Stonemont River Ranch | 8 7:00 AM Foodservice Sales Meeting 10:00 AM Hertz Rental Pickup: G8694022063 Columbia Metropolitan Airport, 3000 Aviation Way, , Columbia (West Columbia), SC 29170 | 9 Foodservice Sales Meeting | 10 Foodservice Sales Meeting 10:00 AM Hertz Rental DropOff: G8694022063 Columbia Metropolitan Airport, 3000 Aviation Way, , Columbia (West Columbia), South Carolina, 29170 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 Unipro Spring Purchasing Convention Tampa Bay | 22 Unipro Spring Purchasing Convention Tampa Bay | 23 Unipro Spring Purchasing Convention Tampa Bay | 24 Unipro Spring Purchasing Convention Tampa Bay | 25 | 26 |
| 27 | 28 SPPA | 29 SPPA | 30 SPPA | 31 | Apr 1 | 2 |

April, 2016

Calendar

| March 2016 | | | | | | | April 2016 | | | | | | | May 2016 | | | | | | |
|------------|----|----|----|----|----|----|------------|----|----|----|----|----|----|----------|----|----|----|----|----|----|
| S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S |
| 28 | 29 | 1 | 2 | 3 | 4 | 5 | 27 | 28 | 29 | 30 | 31 | 1 | 2 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 27 | 28 | 29 | 30 | 31 | 1 | 2 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 29 | 30 | 31 | 1 | 2 | 3 | 4 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--|--|--|---|---------------------------------|--|
| 27 | 28 ISPPA | 29 ISPPA | 30 ISPPA | 31 | Apr 1 | 2 |
| 3 | 4 | 5 9:00 AM Ben E Keith | 6 F. Christians Golf Open Sea Breeze Food Show | 7 | 8 7:30 AM Marion Swink | 9 12:00 PM Michael Moore |
| 10 | 11 | 12 | 13 | 14 Louisiana Food Processors 8:00 AM Follow up Yam meeting Marion's office Gary Springston 9:00 AM Meeting with Gary on yams | 15 Louisiana Food Processors | 16 |
| 17 | 18 Miami 12:00 PM Hertz Rental Pickup: G91047402B6 Ft. Lauderdale International Airport, 600 Terminal Drive, Ft Lauderdale (Fort Lauderdale), FL 33315 | 19 Miami 11:00 AM McCall Farms TBD Norm Brown Jr | 20 Miami GFS Food Show | 21 | 22 | 23 4/22/2016 11:00 PM ITC Lafayette |
| 24 | 25 Jackson 2:00 PM Hotel: Hampton Inn Jackson/Flowood (Airport Area) MS Hampton Inn Jackson/Flowood (Airport Area) MS 115 Hospitality Drive Flowood MS 39232 | 26 Jackson Hotel: Hampton Inn Jackson/Flowood (Airport Area) MS Hampton Inn Jackson/Flowood (Airport Area) MS 115 Hospitality Drive Flowood MS 39232 Mar Dan Sysco Southeast (Miami) Food Show | 27 Hotel: Hampton Inn Jackson/Flowood (Airport Area) MS Hampton Inn Jackson/Flowood (Airport Area) MS 115 Hospitality Drive Flowood MS 39232 Ham's 10:00 AM Sysco Jackson | 28 12:30 PM Café Vermillion Ville | 29 | 30 |

CERTIFIED MAIL®

Mr & Mrs Norman Brown Jr.
101 Hantsport Sq
Lafayette, LA 70508-6465



7014 2870 0001 8097 7939

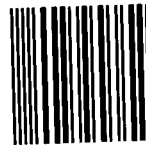
Louisiana Board of Ethics

PO Box 4368

Baton Rouge, LA 70821



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